

DAILY TIME RECORD **VALDEVIESO, GELBERTO P.** (NAME)

For the month of
December 1 - 31, 2022
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU	8:17	12:00	12:05	5:02	17mins	7hrs 43mins
2-FRI	8:23	12:05	12:17	5:01	23mins	7hrs 37mins
3-SAT						Off
4-SUN						Off
5-MON	7:56	12:00	12:13	5:13		8hrs
6-TUE	8:10	12:00	12:04	5:01	10mins	7hrs 50mins
7-WED						SL
8-THU						Holiday
9-FRI	8:17	12:02	12:12	5:03	17mins	7hrs 43mins
10-SAT						Off
11-SUN						Off
12-MON						FL
13-TUE						FL
14-WED						FL
15-THU						FL
16-FRI	8:30	12:23	1:15	5:16	45mins	7hrs 15mins
17-SAT						Off
18-SUN						Off
19-MON	8:12	12:00	12:10	5:00	12mins	7hrs 48mins
20-TUE	8:31	12:00	12:12	5:02	31mins	7hrs 29mins
21-WED	8:30	12:01	12:12	5:00	30mins	7hrs 30mins
22-THU	8:28	12:02	12:04	5:06	28mins	7hrs 32mins
23-FRI						SPL
24-SAT						Off
25-SUN						Off
26-MON						Holiday
27-TUE	8:22	12:00			4hrs 22mins	3hrs 38mins
28-WED						OB
29-THU						OB
30-FRI						Holiday
31-SAT						Off

I CERTIFY on my honor that the above is true and correct report of the hours of work performed record of which was made daily at the time of arrival at and departure from office.

GELBERTO P. VALDEVIESO

VERIFIED as to prescribed office hours

DHENBER C. LUSANTA

Department Head
Farm Resource Management Institute

Date Generated: Jan/20/2023 01:38:12



OFFICE OF THE DIRECTOR FOR PHYSICAL PLANT

Visca, Baybay City, Leyte, PHILIPPINES
Telefax: 1041(LOCAL)
Email: www.ppo@vsu.edu.ph
Website: www.vsu.edu.ph

KEY

Number: **000856**
Location: VSU, Isabel Campus, Merida and Ormoc
Room will report: Apt. 39

to conduct tree planting activities in VSU Isabel

Department/Office/Center/Project	Contact Number(s)
Management and Economics	09184438048

Requesting party:

MOISES NEIL V. SERIÑO

Dean, CME

Approved:

MARIO LILIO P. VALENZONA

(Director/Center Director/Agency Head)

are accountable for and are responsible for reporting any vehicle

Fuel & Lubricant Issued/Used	Departure/Time Out	Odometer/Mileage Out

vehicle involved in accident while in your custody?

Was the vehicle used other than official government business?

(Specify) ☐ No ☐ Yes (Specify) ☐ No

Party or Requesting Party

Satisfaction

Driver's OVER ALL RATING

- ☐ 1. - Poor ☐ 2. - Fair
☐ 3. - Good ☐ 4. - Very Good
☐ 5. - Excellent

Comments & Suggestions

Signature

ogy, and environmental conservation.
cutting-edge scientific knowledge
ities and environment.

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v03 02-28-2022

No.